



Burghwallis
Parish Council

MINUTES OF THE MEETING HELD ON THURSDAY 10TH AUGUST 2017

In Attendance:	Chairman	D Maxwell
	Vice Chair	K Walters
	Councillor	J Laming
	Councillor	B Grimes
	Councillor	D Hudson
	Clerk	J Halsall

Also in attendance:	Ward Councillor	Austin White
	Ward Councillor	John Gilliver
	DMBC	Amy Hutson

Chairman’s opening remarks and Declarations of interest

Amy Hutson from DMBC reported she works for Street Scene, with the grounds maintenance team at DMBC. After a recent site visit with Councillor Walters, a lot of issues around the village have been sorted. Councillor Walters has Amy’s details if anyone would like to contact her regarding any issues in the future. Peter Hammond has the help of the Young Offenders team to help and can be scheduled when requested.

1. Apologies for absence

None

2. Minutes of the meeting held on Wednesday 28th June 2017

RESOLVED that the minutes be signed.

3. Matters arising from the minutes

- A Letter was sent to the bank to query the grounds maintenance payment; no reply had yet been received. Agreed to write again **Action: JH**
- Compost Heap – All ready to sort **Action: DM**
- Owston Lodge – Still waiting for update **Action: DM/AW**
- Scorcher Hills Lane/The Cardinals. A letter was received but as yet the area has not been cleaned.
- PCJCC Councillor Maxwell attended the meeting but is still waiting for copies of the presentations **Action: AW/JG**
- Funders Event – This was attended by Councillor Maxwell, Councillor Laming was unable to attend due to other commitments. Not relevant to the parish Council
- Battle Over – Councillor Maxwell & Councillor Laming reported that the British Legion is responsible for the repairs to the Beacon. Agreed to remove from the agenda as this doesn’t take place till November 2018
- Contact Details from DMBC for display on the notice board. AW provided the names of the three Ward Councillors for the area for inclusion on the Notice Board. Photos may be forthcoming later. **Action: DM/AW**

SIGNED..... DATE.....



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- Neighbourhood Plan – Village Aspirations, to be included with the agenda/minutes at each meeting. **Action: JH**
- 30mph Signs – DMBC replied with a scheduled date for a traffic survey in September. The signs need to be moved nearer to the houses on Burghwallis Lane.

4. Financial Matters

- 400193 £180 YLCA Training Days
- 400194 £80 Wheelie bin Stickers
- 400195 £300 Events committee Donation
- 400196 £146 HMRC PAYE July, Aug & September
- 400197 £283.90 J Halsall Clerk Salary, July, Aug & September
- 400198 £42.36 Hampshire Flag – to be flown on 3rd September
- 400199 £61.98 K Walters, Bench Stain & Website fees
- 400200 £3.99 B Grimes, Batteries
- 400201 £27.45 D Maxwell, Mileage

RESOLVED that the accounts payable be approved and the cheques signed.
Bank statements checked and signed accordingly.

5. Playing field/Pinfold

Fields in Trust report – Items reported are Low risk. Agreed to have a site meeting Friday 18th August at 10am to discuss. **Action: ALL**

Fields in trust own the playing field land but the maintenance is the Parish Council's responsibility.

Councillor Walters reported on a suggestion for a memorial plaque for former PC member and Burghwallis resident, Ted Bell, for one of the benches. Agreed

Action: KW

6. Poor's Field

Councillor Laming reported she would contact Mrs Howell with regards to renting the field. It is unclear whether her current contract expires this November or 2018.

Action: JL

The Christmas event/function is yet to be decided.

7. Planning

17/01736/TPO Mrs Miller Tree crowning – No Objections received

17/01406/FUL Holly Farm Court – Objections have been made by residents and the Parish Council. Councillor White reported he would request this to go to committee.

8. Correspondence

Emails all circulated.

- Village Sign – This was Skellow/DMBC and not Burghwallis
- Data protection – To be looked into further **Action: JG**
- Finance & Transparency Booklet is no longer available. Electronic Version will be Ok **Action: JH**
- 10th edition of the Local Council Administration book was received.

SIGNED.....

DATE.....



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9. Events Committee

Family Fun day was reported on. Footfall had increased on last year.

£283 Donated to Wonky Donkey

£70 Donated to St Helens Church

Councillor Walters would send Councillor Maxwell the minutes of the Events Committee meeting and details.

Action: KW

A meeting will take place to decide on next year's event.

10. Website

690 Hits with 1317 Page Views

All updated.

Councillor Walters will meet with Councillor Maxwell to update the website

Date arranged 22nd August 2017 at 10am.

Action: KW/DM

11. Training

Local Council Award Scheme was discussed. Councillor Walters was interested in attending. Councillor Maxwell would look into this on-line to get more information, before a course is booked.

Action: DM

12. New Matters/Any Other Business

- Annual parish Meeting – This would be included in future in the May meetings.
- Councillor Laming reported on Poppies and projects including schools for the war memorial event next year. Councillor Grimes has a knitting pattern and will make some.
- Councillor Walters reported she will contact Artsign to install the new notice board.
- It was reported that the hedgerow on the War Memorial needs cutting. Councillor Hudson said he would do this.

Action: KW

Action: DH

13. Next Meeting

The next meeting will be held on **Monday 11th September 2017** at Burghwallis Public house. Commencing at 7pm.

Councillor Hudson gave his apologies for this meeting.

There being no other business the meeting closed at 8.55pm.

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DATE.....